

**ARTICLE 23**  
**PROBATIONARY EMPLOYEES**

**A. Definition.**

1. An initial probationary employee shall be an employee who has not been certified as having satisfactorily completed the initial probationary employment period as required by the Civil Service Rules and Regulations.
2. A continuing probationary employee shall be an employee who has completed the initial probationary period and has subsequently been appointed to a new class, or level, and is required to satisfactorily complete a new probationary period.
3. An initial or continuing probationary employee who is being given a less than satisfactory service rating shall be entitled, upon request in accordance with Article 9, Section B., to the presence of a Union Representative at the disciplinary conference.

**B. Effect of Separation.**

An individual having separated from State service and no longer having reinstatement rights shall be required to serve an initial probationary period.

**C. Application of Provisions.**

Continuing probationary and initial probationary employees shall be covered by the provisions of this Agreement except as specifically indicated otherwise in an Article(s) of this Agreement.